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4 NOV 1986
DDA 1850-86

OIT/TRIS
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MEMORANDUM FOR: Director of Information Technology

FROM: William F. Donnelly
Deputy Director for Administration

SUBJECT: Temporary Allocation of FY 1987 Position Ceiling

- 25X1
25X1
1. Based on known Congressional cuts to date and internal Agency shifts in positions to accommodate the Counterterrorism Center and the Office of Security, the Directorate of Administration has received an FY 1987 position ceiling of [] an increase of [] positions over FY 1986. Your FY 1987 position ceiling is []
 2. I am continuing the Directorate freeze on hiring part-time employees through the end of the calendar year both to improve management of the applicant processing pipeline and to alleviate our projected shortfall in personal services funds. I would also encourage you to hold down discretionary overtime where possible.

3. Your staffs will receive FTE controls when all actions have been completed on full-time positions.

25X1

[]
William F. Donnelly

cc: DDA Career Management Staff

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